

MINUTES

STEERING COMMITTEE MEETING

June 9, 2010

Kanab, Utah

MEMBERS IN ATTENDANCE

Commissioner Lois Bulloch, Chair
Mayor Dutch Deutschlander for
Mayor Connie Robinson
Alan Adams
Commissioner Chad Johnson
Carolyn White
Commissioner Clare Ramsay for
Commissioner Maloy Dodds
Gladys LeFevre
Commissioner Douglas Heaton
Commissioner Denny Drake
Christina Schultz for Frank Lojko
Wes Curtis

OTHERS IN ATTENDANCE

Marreen Casper
Mike Empey
Brian Thriot
Rhonda Gant
Ken Sizemore
Diane Lamoreaux

MEMBERS NOT IN ATTENDANCE

Mayor Mark Yardley, Excused
Mayor Janet Oldham
Mayor Nina Laycook
Wendy Allan
Mayor Tom Hirschi
LuAnne Forrest, Excused

REPRESENTING

Iron County Commissioner Representative
Iron County Mayor Representative

Iron County Schools Representative
Beaver County Commissioner Representative
Beaver County Schools Representative
Garfield County Commissioner Representative

Garfield County Schools Representative
Kane County Commissioner Representative
Washington Co. Commissioner Representative
Dixie State College of Utah
Southern Utah University

Senator Hatch's Office
Congressman Matheson's Office
Senator Bennett's Office
Kane County
Five County Association of Governments
Five County Association of Governments

Beaver County Mayor Representative
Garfield County Mayor Representative
Kane County Mayor Representative
Kane County Schools Representative
Washington Co. Interim Mayor Representative
Washington Co. Schools Representative

Commissioner Lois Bulloch, Chair, welcomed everyone in attendance. Those asking to be excused include: Mayor Mark Yardley, Beaver County Mayor Representative, and Ms. LuAnne Forrest, Washington County Schools Representative. It was noted that Commissioner Clare Ramsay would be representing Commissioner Maloy Dodds, Garfield County Commissioner Representative; Mayor Dutch Deutschlander would be representing Mayor Connie Robinson, Iron County Mayor Representative; and Christina Schultz would be representing Frank Lojko, Dixie State College.

I. MINUTES MAY 12, 2010 - REVIEW AND APPROVE

Chairman Bulloch noted that a quorum was present and presented minutes of the May 12, 2010 meeting for Board consideration and approval.

MOTION WAS MADE BY MS. CAROLYN WHITE, SECONDED BY COMMISSIONER CLARE RAMSAY, TO ACCEPT MINUTES OF THE MAY 12, 2010 MEETING AS PRESENTED. MOTION CARRIED.

II. FY 2011 BUDGET

A. PUBLIC HEARING

Commissioner Lois Bulloch called for a motion to enter into the public hearing for the upcoming fiscal year budget.

MOTION WAS MADE BY COMMISSIONER CHAD JOHNSON, SECONDED BY MR. ALAN ADAMS TO ENTER INTO THE FY 2011 BUDGET HEARING. MOTION CARRIED.

Mr. Ken Sizemore referenced budget information contained in the packet beginning on page 12. He reported that the budget for fiscal year 2011, beginning July 1, 2010, is \$8.5 million, a slight decrease from the current year budget. The Association of Governments utilizes approximately 30 cost centers to administer a myriad of programs. Cost center budgets were reviewed as follows: **1) Aging Waiver Administration--** This pays for the administration of Case Management services provided by licensed social workers employed by the AOG. A significant decrease in this cost center is attributed to shifting funds into case management services rather than administration; **2) Administration--** Includes funds taken from indirect costs and \$24,000 from local contributions from counties to oversee AOG operations. A larger portion of Ken's salary has been programmed into this cost center and a decreased portion to Community and Economic Development; **3) HOME--** This cost center has decreased dramatically because the salary and fringe for Danna Alvey has been moved into weatherization, leaving money for home improvements only; **4) Aging Waiver Services--** Another cost center dealing with case management services which contributes in part with funding for five full-time employees; **5) Community and Economic Development--** Funding for planners and other support staff, including circuit rider planners for Garfield and Iron counties. Community Development Block Grant and Economic Development Administration dollars are included in this cost center; **6) Special Contracts--** Includes short-term contracts of 1-2 year duration for programs such as Volunteer Income Tax Assistance, Senior Medicare Patrol, Chronic Disease Grant, Welcome Center, etc.; **7) Area Agency on Aging--** Provides administration for senior programs throughout the region. Carrie Schonlaw is assuming responsibilities of Beth Cottam for this program. Most of the money from this cost center is provided to county councils on aging to fund meals and senior citizen center activities; **8) Weatherization--** Provides assistance to income eligible households to improve energy quality of homes. There has been a substantial increase in funds for this program which has necessitated hiring an additional work crew; **9) Retired and Senior Volunteer Program--** Funding is provided through the National Corporation for Services. As per instructions from the Executive Committee, an adjustment is required in this cost center deleting other contracts (\$33,633) for a total revenue of \$177,171. Anticipated funding is being decreased until contracts are in place; **10) Human Services--** Includes the support costs for human services programs.

Community Services Block Grant funds are included in Special Contracts; **11) Volunteer Center of Iron County--** A reduction in this cost center is a result of reduced local contributions. The majority of the coordinator's time is allocated into Senior Corps; **12) Home Energy Assistance Target--** Provides funding for utility assistance to income qualified households. Increased funding for this cost center is a result of the injection of federal stimulus funds. Crisis funds are provided for emergency type situations and are paid directly by the Association of Governments through a contract with the state of Utah. Regular utility assistance is paid by the state of Utah directly to utility companies. Commissioner Lois Bulloch pointed out that this would explain the high amount allocated for staff versus service dollars; **13) Nutrition--** The majority of funds for this cost center covers congregate and home delivered meals at the Senior Citizens Centers throughout the region; **14) Child Care Resource & Referral--** A \$2,000 increase in the budget over last year reflects implementation of a new program. It was noted that Five County is the only AOG in the state of Utah that administers this program. Also, this program covers both the Five and Six County Associations of Governments; **15) Housing Counseling--** This is another entity renting space from the AOG. The Cedar City Housing Authority also provides reimbursement for printing, postage and telephone costs; **16) Volunteer Center of Washington County--** A substantial budget reduction is the result of AmeriCorps program funds no longer funneling through the AOG; **17) Foster Grandparent Program--** This program provides funds to place qualified senior citizens into schools to assist with reading. As per Executive Committee direction, other contracts (\$16,200) has been reduced for a total budget revenue of \$100,892; **18) United Way--** Another affiliate organization that rents space from the AOG. The director is also included on the Five County AOG payroll and costs for services are also provided on a reimbursement basis; **19) Transportation Planning--** Funds to support the Dixie Metropolitan Planning Organization. A significant change is occurring in terms of how funds are spread out because of Lowell Elmer's retirement. It was noted that Mr. Sizemore will assume executive functions which equates to 20 percent of his time; **20) Human Services Transportation Planning--** Funds to support efforts to coordinate vans and other vehicles in the five county region to make sure that assets are being used to achieve best results; **21) Senior Companion Program--** As per Executive Committee direction, other contracts (\$24,526) is being reduced from the budget for a total revenue of \$129,919; **22) ARRA Weatherization--** This cost center reflects dollars injected into the weatherization program from federal stimulus. This is a substantial increase in funding which required hiring an additional work crew. The program will run through September 2012 and new hires understand that this is a temporary program; **23) Iron County RPO--** This is a new cost center allowing Five County to administer the RPO for Iron County. In order to provide staff support for this program, an additional planner will be hired to work out of the Cedar City office; **24) New Choices Waiver--** Another case management program that is receiving a significant increase in funds. This program has grown from 50 clients to more than 80 clients; **25) UDOT--** Another tenant that rents space at the St. George office and reimburses costs for supplies, postage, printing and telephone; **26) Habitat for Humanity--** A tenant renting space and providing reimbursement for other associated costs; **27) Community Services Contract Management--** This is additional funding to assist the AOG in covering overhead costs associated with administering Human Services programs; **28) Eastern Washington County RPO--**

The bulk of funding for this program is provided by UDOT to support two staff positions; and **29) St. George Down Payment Assistance--** St. George City contracts with the AOG to administer their down payment assistance program which is funded with Community Development Block Grant funds received directly by the city. Income eligible applicants can receive up to \$10,000 for down payment costs.

Mr. Sizemore explained that state funding listed in each of the cost centers is mostly federal funds which are channeled through the state of Utah. Commissioner Lois Bulloch asked for comments or questions. Noting no response, she entertained a motion to close the public hearing.

MOTION WAS MADE BY COMMISSIONER CHAD JOHNSON, SECONDED BY COMMISSIONER DENNY DRAKE, TO CLOSE THE PUBLIC HEARING. MOTION CARRIED

B. BUDGET APPROVAL

Commissioner Bulloch presented the FY 2011 budget as reviewed with noted corrections for Board consideration.

MOTION WAS MADE BY COMMISSIONER CHAD JOHNSON, SECONDED BY COMMISSIONER DENNY DRAKE, TO APPROVE THE FY 2011 BUDGET INCLUDING CORRECTIONS OUTLINED IN THE BUDGET DISCUSSION. MOTION CARRIED.

C. RATIFICATION OF EXECUTIVE COMMITTEE ACTION - FY 2010 BUDGET REVISIONS

Mr. Ken Sizemore reported that FY 2010 budget revisions were reviewed and discussed by the Executive Committee earlier today. That discussion resulted in picking up on the situation with contracts being listed when funding was not actually finalized and one program in particular exceeding the FY 2010 budgeted amount. FY 2010 budget revisions were approved by the Executive Committee and the Steering Committee is asked to ratify that action.

MOTION WAS MADE BY COMMISSIONER DENNY DRAKE, SECONDED BY COMMISSIONER CHAD JOHNSON, TO RATIFY EXECUTIVE COMMITTEE APPROVAL OF FY 2010 BUDGET REVISIONS. MOTION CARRIED.

III. COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM

A. PROGRAM SUMMARY/SCHEDULE

Ms. Diane Lamoreaux referenced information on pages 42-43 of the packet containing a summary of the Community Development Block Grant (CDBG) program. The typical annual schedule developed by the State CDBG Policy Committee was reviewed. Examples of some eligible CDBG project activities were also referenced.

B. RATING AND RANKING CRITERIA

Ms. Lamoreaux reviewed the eight criteria mandated by the State CDBG Policy Committee to be addressed in each region's rating and ranking criteria as follows: 1) Capacity to carry out the grant; 2) Job creation; 3) Expansion and/or improvement of housing stock; 4) Affordable housing plan; 5) Extent of poverty; 6) Financial commitment to community development– local match; 7) Project maturity; and 8) Proactive planning in operation of city/county government. It was noted that copies of the FY 2010 Rating and Ranking Criteria have been mailed to all jurisdictions in the region for review and comment prior to approval by the Steering Committee in August.

C. PRE-APPROVED AND SET-ASIDE FUNDING PROPOSALS

Ms. Lamoreaux referenced page 44 of the packet containing a request for consideration of pre-approved funding of \$150,000 to the Five County Association of Governments for planning, administration, economic development and planning technical assistance and program delivery. This funding enables the Community and Economic Development staff to provide planning and technical assistance to income eligible communities throughout the Five County region. Funds are used to update the region's Consolidated Plan, community development planning assistance, administration of the CDBG program, workforce housing assistance and program delivery for the RLF and housing programs. This funding supports approximately two full-time equivalent staff and is presented annually for Board consideration.

MOTION WAS MADE BY COMMISSIONER CLARE RAMSAY, SECONDED BY MS. CAROLYN WHITE, AUTHORIZING PRE-APPROVED FUNDING OF \$150,000 TO THE FIVE COUNTY ASSOCIATION OF GOVERNMENTS TO PROVIDE PLANNING/TECHNICAL ASSISTANCE, ADMINISTRATION AND PROGRAM DELIVERY ACTIVITIES AS OUTLINED IN THE PACKET. MOTION CARRIED.

Ms. Lamoreaux explained that housing projects were the only projects approved for funding in FY 2010 and all of those projects were multi-year projects that commit a large portion of FY 2011 funds. The packet contains a funding set-aside proposal on page 45 for Board consideration. Community and Economic Development (CED) staff have met with the Cedar City and Beaver City Housing Authorities, Iron County Care and Share and Color Country Community Housing, Inc. to discuss the status of their current housing projects and to determine the feasibility of presenting a proposal to set-aside the fund balance of approximately \$250,000 to \$300,000 in FY 2011 for housing projects. This would allow any jurisdiction to make application for the housing set-aside while eliminating costly publications for public hearings and/or having to conduct an LMI survey to determine eligibility for other types of projects. Because of the current downturn in the economy, and the housing market in particular, the cost of land and/or available housing stock is much lower. Many of the above mentioned organizations have identified suitable land and/or housing complexes that could be acquired. In discussion with the above entities, CED staff have concluded that current housing projects will be able to move forward in a time frame that would allow the required 50% spend down by the established deadline of January 31, 2011. It would also require establishing a special set of criteria to

rate and rank housing projects. The CED staff is recommending that Board members consider a set-aside of the FY 2011 fund balance for housing projects.

Board members voiced concerns with this recommendation because it would eliminate a funding source for small communities who struggle in funding basic infrastructure types of projects. It was the consensus of the Board to leave the balance of FY 2011 funds intact for all jurisdictions to make application on a competitive basis, with the knowledge that housing project applications would likely rise to the top of the rating and ranking.

IV. SOUTHERN UTAH UNIVERSITY (SUU) GOVERNMENT RELATIONS AND REGIONAL SERVICES UPDATE

Mr. Wes Curtis reported that the summer games have begun, and the Opening Ceremony will be held on Thursday evening. The Shakespearean Festival begins on June 28th and runs through Labor Day. He mentioned that SUU owns approximately 1,500 acres up Cedar Canyon on what they call the SUU Mountain Ranch. In working with the State Division of Forestry and Fire, several measures have been undertaken to reduce fire hazards while improving the ranch. Later this year, an agreement will be initiated for this area to become a demonstration forest. Further details in this regard will be provided prior to this event. The university has 89 students working on summer crews for the Forest Service, Bureau of Land Management, and National Parks Service. SUU is also continuing for the second year an archaeological field school on an Anasazi site in the Kanab area. Ed Meyer has organized a number of activities in conjunction with this project, including the Purple Sage Riders Retreat in the near future. The regular entrepreneur forums will also be held again this year with expanded services. Ed has gathered funding to produce a brochure and sponsored prizes for industry competitors. Two winners were awarded a \$5,000 cash prize and a couple of other businesses were awarded \$1,000. One of the businesses has already received two multi-million dollar contracts to ship materials that can be utilized to erect a permanent type of housing structure.

V. DIXIE STATE COLLEGE UPDATE

Ms. Christina Schultz, representing Frank Lojko, reported that Dixie State College has kicked off it's centennial celebration which will last for the next 16 months with over 200 activities planned. A large portion of this event will be community service projects. The Southern Quill Exhibition will be displayed at the Kane County Hospital. This is a traveling exhibit which will also be available in Springdale as well as other locations throughout Washington County. The DOCUTAH film festival has received more than 200 submissions from over 33 countries. Events in conjunction with the film festival will be held at Tuachan and the OC Tanner Amphitheater in Springdale. Ed Meyer will be conducting an entrepreneur forum with film makers on September 24, 2010 in conjunction with this event. Several panels will be established including film maker and entrepreneurs.

VI. REVOLVING LOAN FUND BOARD RE-APPOINTMENT

Mr. Ken Sizemore referenced information contained on page 46 of the packet outlining the composition of the Revolving Loan Fund Administration Board. The seven member board is comprised of the following: 1) Two bankers; 2) Two businessmen; 3) One Chairperson of the Workforce Services Council; 4) The Chairperson of the Five County Economic

Development District (Steering Committee) and 4) One county or municipal attorney. Nick Lang, a local CPA, has served for two terms on the RLF Board. He has added valuable expertise and has expressed a desire to remain on the Board. Mr. Sizemore noted terms for the two banker terms will expire in February 2011 and at that time staff intends to submit a recommendation to consider new representatives. However, staff is recommending re-appointment of Nick Lang for an additional two year term.

MOTION WAS MADE BY COMMISSIONER DENNY DRAKE, SECONDED BY MS. CAROLYN WHITE, TO FOLLOW STAFF RECOMMENDATION TO APPOINT NICK LANG TO SERVE AN ADDITIONAL TWO YEAR TERM ON THE REVOLVING LOAN FUND ADMINISTRATION BOARD. MOTION CARRIED.

VII. CONGRESSIONAL STAFF UPDATES

Ms. Marreen Casper, Senator Hatch's Office, reported that a number of things are happening in Congress. The Senate schedule is very busy until the recess in August with items such as extension of unemployment benefits, judicial appointments, defense authorization and campaign finance, etc. Senator Hatch and several other Republican senators have signed on to a resolution outlining disapproval for the Environmental Protection Agency (EPA) endangerment regulations. These regulations include items that were proposed in the Cap and Trade legislation. Inclusion of these provisions in EPA regulations allows the administration to bypass Congressional approval. A large consortium of senators is trying to stop this action. A town hall meeting was held in St. George where a lot of questions were focused on the Arizona immigration legislation. It was noted that ICE is in the process of implementing a secure communities program which provides an additional tool to local government in terms of law enforcement dealing with immigration. During the month of March this system was implemented in several northern Utah counties and it will be coming on line in Beaver, Washington and Sevier counties. It is also anticipated that Millard and Iron counties will be moving online in the near future. This is an additional tool for law enforcement to use in controlling immigration. President Obama recently met with Republicans to encourage bipartisan efforts with Democrats, but he did not receive overwhelming support. Senator Hatch has met with the Secretary of the Interior to discuss the suspension of drilling off shore and to ask that he reconsider leases in Utah. Ms. Casper provided copies of publications titled "Our Flag" and "Our American Government".

Mr. Mike Empey, Congressman Matheson's Office, reported that the upcoming calendar for the House is also very busy. Representatives would like to tackle an energy bill but it is unknown what type of bill it would be at this point. Congressman Matheson is also supportive of on shore energy development in light of what occurred off shore. The House passed legislation sponsored by Congressman Matheson for the Diamond Canyon in Utah County for a small hydro power plant. Mr. Empey reported that the Congressman continues to support the local land bill process but understands Beaver County's decision to pull their land bill. He will continue to work with Piute County if they decide to continue pursuit of legislation. Marreen Casper mentioned that Senator Hatch will sponsor any required land bills or continue efforts undertaken by Senator Bennett.

Brian Thiriot, Senator Bennett's Office, reported that the Senator intends to work hard for the remainder of his term in office. He desires to work toward continuation of the Aeries and Constellation programs administered by NASSA as well as completion of the San Juan

County land bill. Commissioner Lois Bulloch expressed appreciation of the local elected officials to Senator Bennet for his support and assistance provided in passing critical pieces of legislation of great importance to the state of Utah and local governments.

VIII. LOCAL AFFAIRS

A. CORRESPONDENCE

Mr. Sizemore referenced correspondence contained on page 47 of the packet outlining release dates for 2010 Census information and noted that specific information will not be available until 2012 or 2013. Copies of a news release from the Dixie National Forest soliciting applications for projects for consideration by the Dixie National Forest Resource Advisory Committee (RAC) were provided for information purposes. Commissioner Lois Bulloch indicated that she and Commissioner Clare Ramsay are members of the RAC and they would like to see some local projects submitted for consideration.

B. OUT-OF-STATE TRAVEL

No out-of-state travel requests for consideration.

C. PERMANENT COMMUNITY IMPACT FUND BOARD (PCIFB) APPLICATIONS

Mr. Sizemore presented three applications for Board consideration as follows: **1) Zion Canyon Corridor Geologic Hazard Analysis--** The communities of Springdale, Rockville and LaVerkin, along with the Utah Geologic Society (UGS), will participate with local match for a PCIFB planning grant totaling \$60,000; **2) Kane County Hospital--** Requesting \$500,000 as a grant/loan to purchase a new CAT scan machine; and **3) Rockville Town--** Requesting a grant loan mix to construct a new town hall. The Board has the option to support, remain neutral or not support these applications.

MOTION WAS MADE BY COMMISSIONER DENNY DRAKE, SECONDED BY COMMISSIONER CHAD JOHNSON, TO SUPPORT THE THREE APPLICATIONS TO THE PERMANENT COMMUNITY IMPACT FUND BOARD AS PRESENTED. MOTION CARRIED.

D. PLANNING ASSISTANCE

None.

E. OTHER BUSINESS

Mr. Sizemore polled Board members to obtain an RSVP for the upcoming events planned for June 14, 2010 at the State Capitol (10:00 a.m.) and the Governor's Mansion reception at 12:30 p.m. Mike Mower, State Planning Coordinator, has been made aware that several of the commissions in the Five County region meet on that day which precludes attendance. Commissioner Lois Bulloch indicated that she would not be able to attend because of the commission meeting conflict. Ms. Carolyn White indicated that she would be attending.

Mr. Sizemore announced activities that will be held in conjunction with the Highway 143 Utah Patchwork Parkway this coming Saturday with a breakfast at both ends of the parkway (Parowan and Panguitch) and a ribbon cutting at 5:00 p.m. on each end as well. Several dignitaries will be on hand for the ribbon cutting ceremonies. The Quilt Walk event is also being held in Panguitch.

Finally, a reminder that Tuesday, June 29, 2010 from 2-5 p.m. has been set aside for an open house to honor Beth Cottam and Lowell Elmer who are retiring on June 30th. Formal invitations will be mailed in the upcoming weeks.

Commissioner Lois Bulloch explained that the Steering Committee does not normally meet during July but due to a grievance which has been filed it will be necessary to schedule a special meeting to approve a grievance committee. Over the past few months, the grievance policy has been amended, a grievance has been filed, findings have been provided and now an appeal of those findings has been filed. The Executive Committee had an option to hear the appeal but choose to select an independent committee which needs formal Board approval. It was suggested that a meeting be scheduled next week to consider this formal action. It was determined that a meeting be scheduled for Wednesday, June 16, 2010 at 10:00 a.m. with the anchor location at the Five County Association of Governments Conference Room. Information will be forwarded via e-mail to Board members providing conference call numbers and codes required to log onto the meeting.

IX. AREAWIDE CLEARINGHOUSE REVIEWS

Mr. Sizemore reviewed two A-95 reviews included in the packet and one late arrival from the State Division of Housing and Community Development to provide funding for a pilot weatherization innovation program. All reviews have supportive staff recommendations.

MOTION WAS MADE BY, MR. ALAN ADAMS, SECONDED BY MS. CAROLYN WHITE, TO APPROVE THE AREAWIDE CLEARINGHOUSE REVIEWS, INCLUDING THE LATE ARRIVAL, AS PER STAFF RECOMMENDATIONS. MOTION CARRIED.

The next Board meeting is scheduled for Wednesday, August 11, 2010 at the Panguitch City Office Council Chambers beginning at 1:00 p.m.

Meeting adjourned at 2:35 p.m.